

Administration Committee

2012-02-08 09:45:00.0

Or immediately following the 9:30 a.m. Bay Area Toll Authority (BATA)
Oversight Committee Meeting whichever occurs later.

Joseph P. Bort MetroCenter Lawrence D. Dahms Auditorium 101 Eighth Street
Oakland, California

The Administration Committee considers matters relating to MTC administration,
budget and agency contracts.

*This agenda was updated 2012-02-01 18:07:31.0. It is accurate to the best of our
knowledge at that time.*

For assistance, please contact Kimberly Ward, kward@mtc.ca.gov, (510) 817-5967

*This meeting will be [audiocast](#) on the MTC Web site during the meeting, and an
[audio file](#) will be available for approximately one month after the meeting date.*

Chair

Dave Cortese

Vice Chair

Scott Wiener

Members

Tom Bates David Campo
Bill Dodd Federal Glove
Steve Kinsey Bijan Sarti

Ex Officio

Adrienne Tissier*** Am
Rein Worth***

Ad Hoc

All Other Commissioners

Staff Liaison

Steve Heminger

1. Confirm Quorum

Consent:

2.

Action: Committee Approval

Minutes - January 11, 2012 meeting.*

a)

• [2a Minutes.pdf](#)

Monthly Financial Statements - December 2011.*

b) **Presented by:** Eva Sun

• [2b Monthly Financials Dec 2011.pdf](#)

c) **Investment Report for December 2011.***

Presented by: Sue Woo

- [2c Investment Report Dec 2011.pdf](#)

Contract - Travel Model Supply Development: Parsons Brinckerhoff, Inc.* (\$275,000)

d) **Presented by:** David Ory

- [2d Travel Model Supply Parsons.pdf](#)

Contract - Staff Support to the Joint Policy Committee (JPC): Will Travis.* (\$135,000 - MTC Share \$67,500)

Staff seeks authorization to enter into a sole source contract for Mr. Travis' services to serve as Policy Advisor on behalf of the JPC for a one-year period.

3.

Presented by: Ann Flemer

Action: Committee Approval

- [3 JPC Travis.pdf](#)

Climate Initiatives Public Outreach Program:*

i. *Contract Amendment: Jones & Stokes Associates, Inc. (\$400,000)*

ii. *Contract: Institute of Transportation Studies at the University of California, Davis (\$114,000)*

Staff seeks authorization to enter into a contract amendment with Jones & Stokes Associates, Inc. to implement

4. *two smart driving pilots, and a sole source contract with the Institute of Transportation Studies at the University of California, Davis to implement one smart driving pilot.*

Presented by: Ursula Vogler

Action: Committee Approval

- [4 Climate Initiatives Outreach.pdf](#)

Contract - Regional Express Lanes Network Phase 1 Project Approval/Environmental Document: HDR, Inc.* (\$5,000,000)

Staff seeks authorization to enter into a contract with HDR, Inc. to assist MTC in completing project approval/environmental document (PA/ED) for an initial phase of the Regional Express Lane Network.

5.

Presented by: Lisa Klein

Action: Committee Approval

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- [5 Regional Express Lanes.pdf](#)

Other Business/Public Comment/Adjournment

6.

Action: Information

Next meeting

2012-03-14 09:45:00.0

Joseph P. Bort MetroCenter

Lawrence D. Dahms Auditorium

101 Eighth Street

Oakland, California

*Attachment sent to committee members, key staff and others as appropriate. Copies will be available at the meeting.

**All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff Subject to change by the Committee.

***The MTC chair and vice-chair are ex-officio voting members of all standing committees. A quorum of this committee shall be a majority of its regular non-ex-officio voting members (4)
+Non-Voting member.

Every member of the Commission who is not otherwise designated as a member of this committee is an ad hoc non-voting member. Although a quorum of the Commission may be in attendance at this meeting, the committee may take action only on those matters delegated to it. The committee may not take any action as the full Commission unless this meeting has been previously noticed as a Commission meeting.

The vote of an ex-officio member shall count to satisfy a committee quorum if there are not sufficient regular members of the Committee in attendance. In addition, an ad hoc non-voting committee member may be designated by the committee chairperson as a voting member for this particular committee meeting if an additional voting member is needed for a committee quorum.

Public Comment: The public is encouraged to comment on agenda items at committee meetings by completing a request-to-speak card (available from staff) and passing it to the committee secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

Record of Meeting: MTC meetings are recorded. Copies of recordings are available at nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site for public review for at least one year.

Transit Access to the MetroCenter: BART to Lake Merritt Station. AC Transit buses: #11 from Piedmont and

Montclair; #26 from MacArthur BART; #62 from East or West Oakland; #88 from Berkeley. For transit information from other Bay Area destinations, call 511 or use the 511 Transit Trip Planner at www.511.org to plan your trip.

Parking at the MetroCenter: Metered parking is available on the street. No public parking is provided at the MetroCenter. Spaces reserved for Commissioners are for the use of their stickered vehicles only; all other vehicles will be towed away.

Accessibility and Title VI: MTC provides services/accommodations upon request to persons with disabilities and individuals who are limited-English proficient who wish to address Commission matters. For accommodations or translations assistance, please call 510.817.5757 or 510.817.5769 for TDD/TTY. We require three working days notice to accommodate your request.

可及性和法令第六章： MTC 根據要求向希望來委員會討論有關事宜的殘疾人士及英語有限者提供服務/方便。要便利設施或翻譯協助者，請致電 510.817.5757 或 510.817.5769 TDD / TTY。我們要求您在三個工作日前告知，以滿足您的要求。

Acceso y el Título VI: La MTC puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Comisión. Para solicitar asistencia, por favor llame al número 510.817.5757 o al 510.817.5769 para TDD/TTY. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.